

# TAX PRO PROFESSIONAL

learn by doing with Taxation Experts





## Chartered Accountant as faculty

We have professors who practice! These are practicing industry experts who also have love & passion for teaching



## Courses Designed By Industry Experts

This Course, We have Designed in close consultation with practicing industry experts



## Interactive Live Video Learning sessions

Highly interactive session where student can have their doubts resolved in a live, classroom like environment.



## Learning Stimulation & Practical Project

70% practical & 30% theory practice live in all module of course. Live demo on GST portal for return filling



## Learning Management Application

Anytime anywhere easy access of all course drive through mobile & web based application



## Access to Tally job portal with pan India reach

1 Year job assistance through tally portal with option to select State, City, Designation, Salary, Experience wise



# Quality Training Programmes Designed To Shape Industry- Ready Professionals



## What is "TAX PRO PROFESSIONAL"

Tax Pro Professional is a comprehensive course for working professionals which shall help them in climbing the corporate ladder by developing accounting & taxation skills or by transforming them into an independent tax professional.

The course is a concentration of 15 years of practical experience of accountancy and taxation profiles with a practical approach which focuses on relevant market standards and practices

This course will enable you to attain a wider scope of jobs in higher positions and will ultimately result in increasing your income.

Course Topics

## Learn the Most in-Demand Concepts

### Income Tax

Basic to advance structure of the act

Preparation of Income Tax Returns for Individuals  
(Includes ITR 1,2,3 & 4)

Five Heads of Income

- Income From Salary
- Profits and Gains from Business and Profession
- Capital Gains
- Income from House Property
- Income from Other Sources

Tax Saving Techniques

- Deductions
- Exemptions

Presumptive Income Calculation

Online and Offline Method of return filing

Latest Changes in Income Tax Law

Overview of the E-filing portal of the income tax website

## TDS - Tax Deducted at Source

Prepare and Upload 24Q (Salary) & 26Q Returns(Non Salary)

Application on TAN on TRACES website

Overview of TRACES Website

How to, when to deduct TDS

How to pay TDS

Lower Deduction of TDS

Due dates of payment and filing returns

TDS on Purchase of Property and Rentals

Latest Changes in TDS

## GST - Goods & Service Tax

Basic to advance structure of the act

Concept of Supply - Place, Value and Time

Composition Scheme - Who can opt, calculation under the scheme

Accounting of GST in software

How to generate GSTR1 & 3B using software

Online Filing of GST Returns - Including Annual Returns

Overview of the E-filing portal of the income tax website

E-Way Bill and how to generate it

Treatment of Export & Import under GST

Treatment of Debit and Credit Note under GST

Concept of Reverse Charge Mechanism

How to Avail Input Tax Credit

Latest Changes in GST



## Finalisation of Accounts

Complete Book closing process and concept of finalisation

Coverage of important closing and opening entries

Vouching and Ledger Scrutiny

Preparation of Balance Sheet and P&L of partnership firm and Company

Depreciation as per Income Tax Act & Companies Act

Concept of Deferred Tax Calculation

Advance Tax and Corporate Tax Calculation

## MIS - Reports

Basics of MIS

Requirement of MIS

MIS in Manufacturing Company

MIS in Service Industry

Use of MIS in Today's Industry

Practical implementations of MIS

## **Excel & formulas**

Basics of Excel

Formatting functions

IF functions

Financial Functions

Conditional Formatting

V-lookup and H-lookup

Pivot Tables

Linking and Cell Referencing

## **PF & ESIC**

Introduction of Public Provident fund (PF) Law



Introduction of Employee State Insurance Corporation  
( ESIC) Law

Introduction of Professional Tax Law

ESIC PF Payments procedure

PT Payment and Returns

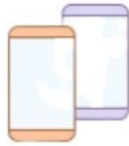
## **Soft Skill & Interview Preparation**

How to prepare CV/Resume

How to approach & Attend Group Discussion

How to attend & present in Interview





### Mobile App

User friendly mobile app for both Android & iOS supporting push notifications, content sharing and help seamlessly deliver e-learning



### Take Away Notes

Allow learner to access notes library at Anywhere anytime with easy access.



### Periodic Assessments

Get a quality and effective online assessment with assignments, questionnaires, online exams.



### Live Lectures for interactive training

Conduct Live lecture with zoom through LMS & connect to trainee & faculty and create interactive session with using audio, Video, Polls and Q&A.



### High Quality Recorded Video

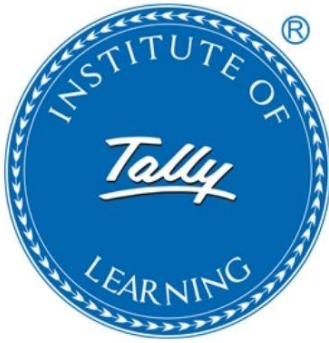
After lecture recorded video with superior quality to relearn & revise.



### JOB Interview Notification

Get a frequent & real time job interview notifications through LMS and application facility.





Learn With Market Leader

## Authorised Training & Assessment Partner

With Tally Education Pvt Ltd



### Free Membership ON Tally Portal

Get a 1 Year Free Membership on Tally Education Portal and get a access to massive E-learning Accounting & Taxation content



### Tutorial Video for Self Practice

1 Year Free access to high explanatory tutorial videos for after course self practices



### 1 Year Job Assistance

1 Year Job Assistance through tally portal with choice to select State, City, Designation, Salary, Experience wise



TallyPrime

### Discount to Purchase Tally

It facilitate to our student to buy & upgrade tally in discounted price



## Course Certification

### Valuable Course With Value-Added Certification



Certification By " ITAA Education Pvt Ltd "      Certification By " Tally Academy Pvt Ltd "

## Course Hours

65 Hours

## Course Module

7 Module

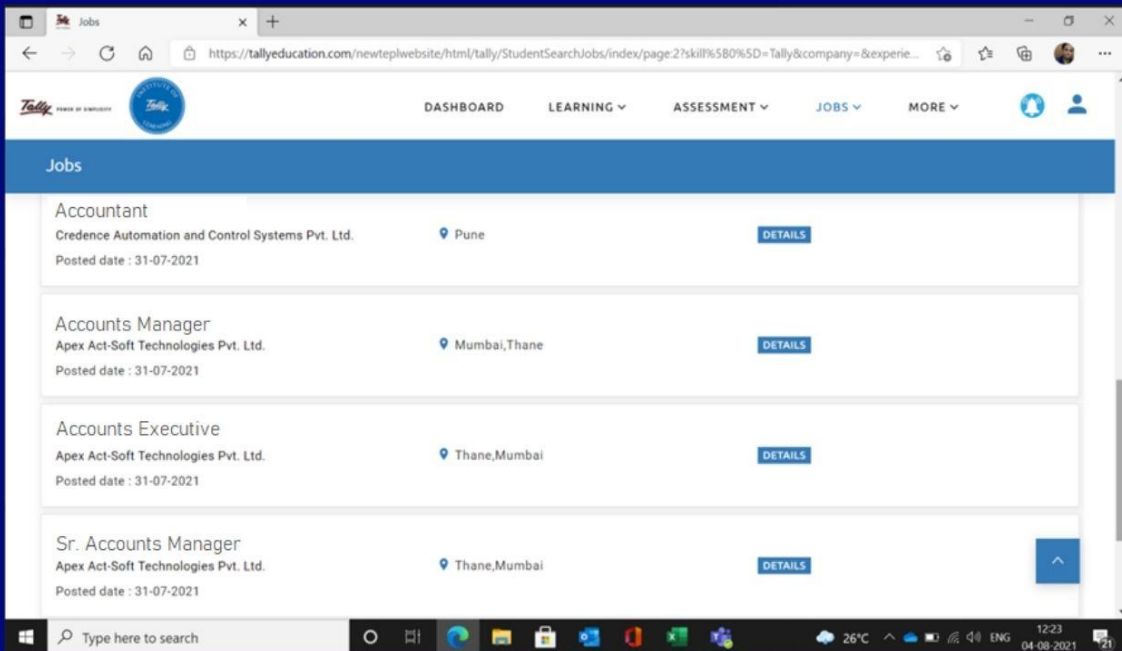
## Course fees

20000/-

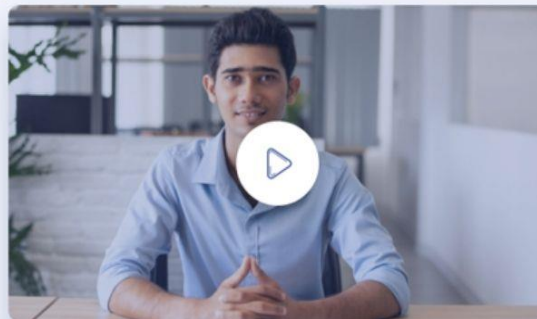
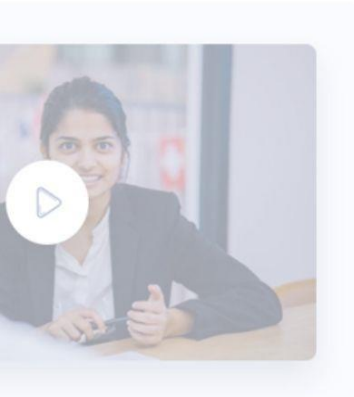
## Easy EMI Facility Available



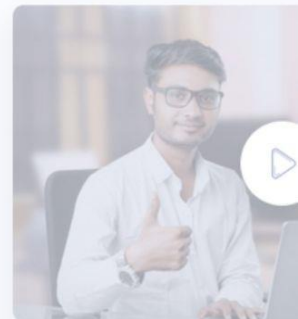
# 1 YEAR JOB Assistance through TALLY EDUCATION PVT LTD



## Student Speak What Our student Have To say



Shrikant Sing - Accountant



ITAA teaches Accounting taxation concepts and how to apply them in practice. Thanks to that today i have become a successful accountant

